

PARNTER ORGANIZATION - User Manual

Web Address: <https://my.msme.gov.in>

Major Functions which a user can perform through this portal are:

- A. User Registration.
- B. Application form of approval of Partner Organisation for Trade Fairs / Exhibition/ Vendor Development Programme/ International / National Workshop / seminars and Awareness programmes (Annexure - 3).

A. User Registration.

1. After opening the website (<https://my.msme.gov.in>), click on MATU Registration button shown in the screen below.

MSME e-Transaction Count : 5755395

You can download MyMSME Android Apps from Google Play

Background : Ease of Doing Business Initiative

Ministry of Micro, Small & Medium Enterprises

Micro, Small and Medium Enterprises (MSME) sector has emerged as a highly vibrant and dynamic sector of the Indian economy over the last six decades.

Read More...

Schemes

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17. Prime Minister Employment Generation Programme (PMEGP) [Click here to apply..](#)
18. A Scheme For Promoting Innovation, Rural Industry & Entrepreneurship (ASPIRE) [Click here..](#)
19. Scheme of Fund for Regeneration of Traditional Industries (SFURTI) [Click here to apply..](#)
20. MSME Schemes [Click here to download..](#)
21. MSME Project Profiles [Click here to download..](#)
22. Data Bank [Click here..](#)
23. MSME SAMBANDH (Public Procurement Policy Monitoring Portal) [Click here..](#)
24. National MSME Trainee Database [Click here..](#)
25. Tool Rooms - SDMS [Click here..](#)
26. MSME-DI Training [Click here..](#)
27. Web Link [Click here..](#)
28. Digital MSME [Click here..](#)

Home | Officer's Login | Entrepreneur's View Application | Hi/BI Login | **MATU Registration** | Contact Us | Scheme Status | Privacy Policy

2. After clicking on MATU Registration link the page will be open as shown in the screen below. Fill all the detail and click on submit button as shown in screen below.

Registration

***Person Name**

***State**

***District**

***User Id**

***Email Id**

*** Password**

***Confirm Password**


***Verification Code**




5HVEEM

[Verification code is case sensitive]

Submit

3. After successfully registration, login page shown below will open. Enter the user id and password and click on login me button as shown in screen below.

**My MSME**

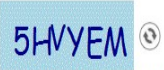


LOGIN HERE

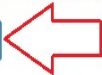
1. User ID

2. Password

*Verification Code


[Verification code is case sensitive]

Login me



[Forgot Password ? Click Here](#)

Instructions for user login:

1. Please follow the process given below

1. Enter valid User Id.

2. Enter valid Password.

3. Enter valid verification code as given in captcha image.


4. Verification code is case sensitive.

5. Click on Login me button

2. Once you login with valid credential you will be redirected to your Dashboard where multiple action can be done.

4. After successfully login the dashboard will be open as shown in the screen below. User can select the particular application for fill the application form.

MY MSME

**testmatu**
Online

MAIN NAVIGATION

Dashboard

Home

Change Password

Dashboard Control panel

[Home](#) > [Dashboard](#)

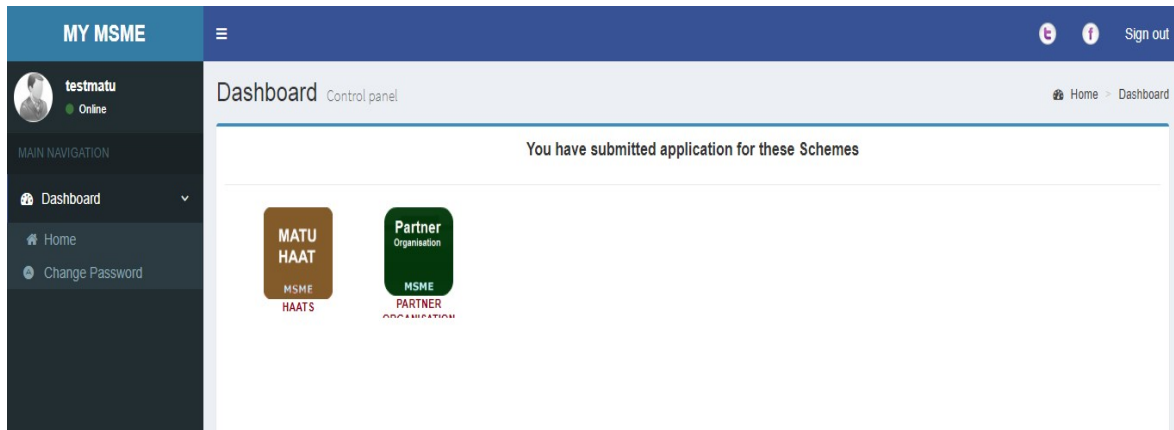
You have submitted application for these Schemes

MATU HAAT
MSME HAATS

Partner Organisation
MSME PARTNER ORGANISATION

B. Application form of approval of Partner Organisation for Trade Fairs / Exhibition/ Vendor Development Programme/ International / National Workshop / seminars and Awareness programmes

1. After successfully login, the dashboard will be open as shown in the screen below. User can select the particular application for fill the application form.



2. After click on Partner organization icon the dashboard will be open as shown in the screen below. User can fill the application form by clicking on icon as shown in screen below



3. After click on icon the application form will be display, fill all the required data and click on submit button.

Name of program	
* Select Name of program	
<input type="radio"/> Vendor Development Program <input type="radio"/> International / National Workshop / Seminars <input type="radio"/> Awareness Program <input type="radio"/> Trade Fair / Exhibition	

PART- I	
*1. Name of the Implementing Agency(as per the scheme guidelines)	*1.2 Select Implementing Agency
<input type="radio"/> MSME-DI <input type="radio"/> Technogy Center <input type="radio"/> NSIC	Select Implementing Agency ▼
*2.1 Name of the Partner organisation	*2.2 Mobile No.(+91) of the Partner organisation
TEST PARTBER	9569565652
* 2.3 Select State Name of the Partner organisation	* 2.4 Select District Name of the Partner organisation
35.UTTARAKHAND / उत्तराखण्ड ▼	5.DEHRADUN / देहरादून ▼
* 2.5 Pin Code of the Partner organisation	
215413	
*2.6 Address of the Partner organisation	
TEST ADDRESS	

4. Partner Organization Application form Cont...

***3. Brief about partner organisation and its role for MSME Promotion(about 200 words)**

TEST BRIEF

PART- II: Event Details

***4.1 Name of event**

Enter Name of event

***4.2 Venue**

Enter Venue of event

***4.3 From Date**

Enter From Date



***4.4 To Date**

Enter To Date



***4.5 Select Event State**

State/UT



***4.6 Select Event District**

District



***5. Brief of proposed event and its objective(about 200 words)**

Enter Brief of proposed event and its objective

***6. Amount of Financial assistance sought item wise**

***6.1 Item**

Enter Item

***6.2 Amount**

Enter Item Amount

Add

7. No. of participating Micro / Small and Medium Enterprises

***7.1 Micro**

No. of participating Micro Enterprises

***7.2 Small**

No. of participating Small Enterprises

***7.3 Medium**

No. of participating Medium Enterprises

***8. Expected outcome from the event**

Expected outcome from the event

Declaration

☒ I have read the scheme guidelines and shall abide by all the conditions required for seeking financial assistance. I hereby declare that information given above is true to the best of my knowledge. Any information /documents that may be required to be verified, shall be provided immediately before the concerned authority. I hereby declare that I have not availed of any financial assistance for the scheme from any other government agency.

***Verification Code**

VK3MJ4



[Verification code is case sensitive]

Submit

5. After successful submission of application, User can view submitted application by clicking on icon as shown in screen below.

MY MSME

testmatu
Online

MAIN NAVIGATION

Dashboard

Home

Change Password

Form for approval of Partner Organisation for Trade Fairs / Exhibition/ Vendor Development Programme/ International / National Workshop / seminars and Awareness programmes

Add New Application

Show 10 entries

Search:

S.No.	Application No.	Partner Organisation Name	State Name	Event Name	Application Status	View
1	UAM/MATU/1	TEST PARTBER	UTTARAKHAND	NEW EVENT SVDP	Application Approved By DC Office	Detail

6. Partner Organization application view

Approval of Partner Organisation for Trade Fairs / Exhibition / Vendor Development Programme / International / National Workshop / seminars and Awareness programmes

Registration No. :	UAM/MATU/1	Submitted Date	22/11/2018
Name of program	Vendor Development Program	SVDP	
Class of the city	A Class City	Enter Name of City	DELHI
No. of stalls		12	
Name of the Implementing Agency	MSME-DI	Selected Implementing Agency Name	MSME-DI Delhi
Name of the Partner organisation	TEST PARTBER	Address of the Partner organisation	TEST ADDRESS
Pin Code of the Partner organisation	215413	State Name of the Partner organisation	UTTARAKHAND
District Name of the Partner organisation	DEHRADUN	Mobile No. of the Partner organisation	9569565652
Brief about partner organisation and its role for MSME Promotion	TEST BRIEF		
Name of event	NEW EVENT SVDP	Venue	NEW DELHI LAJPAT NAGER
From Date	24/11/2018	To Date	29/11/2018
Event State Name	UTTARAKHAND	Event District Name	HARIDWAR
Brief of proposed event and its objective	TEST BRIF		

7. Partner organization application view cont...

Item	Amount	
ITEM 1	1002.32	
ITEM 3	103.20	

No. of participating Micro / Small and Medium Enterprises		
Micro	Small	Medium
2	1	1

Expected outcome from the event	TEST EXPECTED OUTCOME
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